

San Diego Miramar College
PROFESSIONAL DEVELOPMENT COMMITTEE

Meeting Minutes

September 25, 2026 | 1:00pm–2:00pm | Zoom Meeting ID: 814 3893 2045 | [Zoom](#)

Co-Chairs: Nessa Julian and Kiyana Kiel (absent)

Membership: Kristine Custodio Suero, Benjamin Vernon, Ivan Valdovinos Gutierrez, Vincent Ngo (absent), Allen Anderson, Mayela Caro, Olivia Flores, Victoria Neises, Carlos Pelayo

Guest(s): Manupriya Sharma

Vacancies: Classified (3); Faculty (1); Students (0)

Quorum: 4

- I) **Call to Order** - The meeting was called to order by Julian, who confirmed quorum.
- II) **Approval of Agenda** – Motioned to approve by Anderson and seconded by Neises; approved unanimously by the committee.
- III) **Approval of Past Minutes** - 9/11/26: Motioned by Flores and seconded by Vernom; approved with changes unanimously by the committee: 1) Add PDC’s request that Olivia present the updated PDC timelines to Academic Senate, and 2) correct the spelling of Allen Andersen’s last name.
- IV) **Old Business**

#	Item
1	Committee Charge / Membership The committee reviewed current membership status, acknowledged vacancies and proxies for absent members, and will confirm the updated membership list through the Committee on Committees. Julian welcomed new members Vernon and Custodio Suero and explained the committee's role in reviewing professional development funding requests and planning campus-wide initiatives.
2	PDC Website Verbiage Update Anderson shared the revised the PDC FAQs and website language. Anderson explained the revisions which included: Reduced the length and redundancy of the existing material, made the language more accessible and user-friendly, corrected typos and outdated information, separated the information into two pages: funding/how to apply and additional information/resources, and updated the description of the current funding process. The committee was asked to review the revised language and check that the process accurately reflects current PDC practices. Julian encouraged the committee to share the proposed language with their respective constituencies and bring suggested changes/feedback to the next meeting.
3	2026-27 Goals (Reporting Form) The committee discussed its AY goals, which are due by Week 6 of the Fall semester. The committee identified two priorities from the previous year to continue: 1) Clarify the professional development funding request process, 2) develop a campus-wide Professional Development Plan. Julian will draft the two proposed goals. The committee will review the committee charge and consider whether a third goal is needed, with a recommendation to limit the total to no more than three goals. The committee members were asked to identify which workgroup they would like to participate in: 1) AFT Funding Request Workgroup, or 2) Campus-wide Professional Development Plan Workgroup. Julian shared that the existing Professional Development Plan is several years old and may not have been formally approved. The committee agreed that the workgroup will review the previous draft and align it with the college's current goals.

V) **New Business**

#	Item
1	Budget Update a. AFT Funds (Faculty) b. BRDS Funds (Campus-wide professional development) Julian provided budget updates showing \$27,731 available in AFT funds for the 2026-2027 academic year, with \$6,000 in fall requests already approved or provisionally approved, and \$15,467.74 remaining in BRDS funds after two classified supervisor allocations.
2	Development Committee Funding Requests: <u>AFT Funds</u> Mardi Parelman (\$1,200.00) Domestic/FA26 Motion to conditionally approve pending the agenda to verify which meals are covered. M. Flores agreed to follow up with Parelman. MSC Flores; approved unanimously by the committee. <u>BRDS Funds</u> None The committee agreed to include the budget information in campus communications to encourage additional applications. Flores, O. agreed to present the available AFT funds and updated PDC timelines to Academic Senate. Julian to add PDC funding to President's Cabinet agenda. Flores, M. to add PDC funding to Classified Senate agenda.

VI) **Announcements / Other**

VII) **Adjourn:** 2:00 PM by consensus

VIII) **Next Scheduled Meeting** – Friday, October 9, 2026 at 1:00 PM

* [San Diego Miramar College 2020 – 2027 Strategic Plan Goals](#)

1. **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success.
2. **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success.
3. **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making.
4. **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships.
5. **Diversity, Equity, and Inclusion** – Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community.

** [ACCJC Accreditation Standards \(Adopted 2024\):](#)

- I. Institutional Mission and Effectiveness
- II. Student Success
- III. Infrastructure and Resources
- IV. Governance and Decision-Making.